



10th Annual State of Delaware Hazardous Materials Training Workshop

Planning Committee Meeting #3

Mill Creek Fire Station 21

Friday, October 28, 2016

2:30 PM – 4:30 PM

Agenda

Note: A quorum was not available for the meeting, therefore the next meeting will be in November.

1. Call to Order
2. Meeting agenda approval
3. Meeting #2 minute's approval
4. Continue Workshop promotional items discussion:
 - a) Stainless steel insulated tumblers with workshop logo Becky Keyser / Mark Dolan
 - b) High quality refillable pen at Tara Chambers
 - c) USB power bank Beth Neumane /Miranda Mal
 - d) Backpack with logo Miranda Mal
5. Vote to approve challenge coin design and purchase of 350 coins.
6. Update on potential sponsors for dinner (4/7), Breakfast and lunch for Saturday (4/8)
7. Draft 2017 Program Status and Instructor Update
8. Contract modifications
9. Any other business
10. Next meeting date
11. Adjournment

In accordance with 29 Del. C. §10004(e) (2), this Agenda was posted at least seven (7) days in advance of the meeting. This Agenda is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting. Agenda items listed may be considered out of sequence.